

<p><b>MICHIGAN EMERGENCY PLANNING AND COMMUNITY RIGHT-TO-KNOW COMMISSION</b></p> <p><b>MEETING MINUTES</b></p>
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**DRAFT**

**NTH Consultants, Ltd.  
608 South Washington Avenue  
Lansing, Michigan 48933**

**June 27, 2006**

**Subject to Commission Approval**

**COMMISSIONERS PRESENT**

Kriste Etue, Chair  
Brad Deacon  
Burton Eichler  
Kenneth Gembel  
Christopher Johnson  
Kenneth Murray  
Gail Novak  
Grace Ranger  
Ida Shelly  
Martha Stanbury  
Arthur Tanis

**COMMISSIONERS EXCUSED ABSENCE**

Amy Butler, Vice Chair  
Gregory Kirt  
Tom Martin  
Dawn Mills  
Ron Nelson

**OTHERS PRESENT**

Sanford Altschul, Wayne County LEPC  
Michael Beaulac, Michigan Department of Environment Quality  
Nancy Becker Bennett, Michigan Department of Community Health  
Susan Parker, Michigan Department of Environmental Quality  
Frank Washington, Michigan Department of State Police  
Bonnie Fighter, MSP/EMHSD  
Sandy Glazier MSP/EMHSD  
Diane Laban, MSP/EMHSD  
Mark Wesley, MSP/EMHSD

- 1. Call Meeting to Order.** The meeting was called to order at 11:40 a.m. by Chair Etue, and roll call was taken by Ms. Laban.
- 2. Approve Agenda.** Commissioner Murray requested a point of order at today's meeting to discuss some concerns that Wayne County LEPC has raised based on a letter he recently received. Chair Etue asked that the issue be tabled until a Wayne County Emergency Management representative could be present.  
  
A motion was made by Commissioner Deacon, supported by Commissioner Tanis, to approve the agenda as submitted. Unanimous approval.
- 3. Approve Meeting Minutes.** Chair Etue asked Commissioners to take a moment to review the April 11, 2006, meeting minutes as submitted. Ms. Susan Parker requested clarification regarding the definition of a CERCLA Grant which was reported on page two, second item under No. 6, "MSP/EMD Activity Report." Ms. Bonnie Fighter explained that the CERCLA Grant is a FEMA Grant that was administered to our Division.

Commissioner Tanis requested that commissioners receive a copy of the minutes prior to the meeting. It was decided that commissioners will continue to receive a first draft of the minutes within eight days after the meeting. They will have a designated amount of time to offer comments and changes, and a second draft will be e-mailed to commissioners approximately one week prior to the next scheduled meeting. This second draft will come to the table for approval.

A motion was made by Commissioner Deacon to approve the minutes from April 11, 2006. Commissioner Eichler seconded the motion. Unanimous approval.

In addition to the agenda and meeting minutes, Chair Etue directed commissioners to two additional items in their packets which included the Homeland Security Project Overview handout from guest speaker, Mr. Michael Beaulac, and a draft of the SERC Goals and Objectives which will be discussed later in the meeting.

#### **4. Guest Speaker – Homeland Security Project Overview**

Mr. Michael Beaulac introduced himself as the State Assistant Administrator in the Executive Office of the Michigan Department of Environmental Quality. Mr. Beaulac addressed the Commission regarding a 2004 grant project whereby states will design and implement a Homeland Security data exchange to ensure the ability to prevent, prepare for, and respond to events that threaten the nation's Homeland Security. The high-level approach for the project will involve a centralized data management system which was further explained and illustrated in Mr. Beaulac's handout. Chair Etue thanked Mr. Beaulac for his informative presentation and asked him to return at some point to give an update on the project.

Ms. Susan Parker indicated that the SERC Commission needs to vote on providing Tier II data to Mr. Beaulac. Chair Etue informed Ms. Parker that the request to take action must be submitted in writing so that it can be placed on the next SERC meeting agenda.

#### **5. Guest Speakers – Michigan Methamphetamine Strategy**

Chair Etue introduced Ms. Nancy Becker Bennett from the Office of Drug Control Policy, Michigan Department of Community Health, and D/Sgt. Frank Washington from the Special Investigation Division of the Michigan Department of State Police. Ms. Becker Bennett presented a PowerPoint program entitled "Michigan Methamphetamine Strategy." A hard copy of the presentation was distributed to commissioners prior to the meeting. She and Sergeant Washington answered questions during and after this informative presentation.

#### **6. SERC Goals and Objectives**

Chair Etue directed commissioners to their draft copy of the SERC Commission's Goals and Objectives for 2006. This draft was the result of brainstorming notes that were developed at the April 26, 2006, SERC retreat. She stated that the mission for the next year is to review these goals, have commissioners select those of interest, formulate subcommittees, serve active roles, and report on their progress at subsequent SERC meetings.

Commission Deacon commented about the good enthusiasm that was displayed during the SERC retreat.

There was discussion regarding a SERC Commission booth at the 2006 Fall Summit. Commissioner Gembel indicated that he had already contacted a consultant he has worked with since 1996. This person was appointed by the White House to assist in preparing for a nuclear disaster and he offered to set up a booth at the Fall Summit and conduct training for as long as the SERC Commission would like.

At this time, Chair Etue asked commissioners to review the three main goals listed on the draft copy of the SERC Goals and Objectives and make suggestions to scale them back if they are too aggressive. Commissioners agreed to work on the various objectives listed under each goal and will report on their status at the October 9, 2006, SERC meeting to be held at the Fall Summit.

**7. Commissioner Comments**

Commissioner Deacon distributed copies of the updated version of the workbook entitled, "Emergency Planning for the Farm." It was suggested that copies of this workbook be available at the SERC Commission booth during the Fall Summit.

Commissioner Deacon indicated that he attended the SARA Title III training provided by Susan Parker and Bonnie Fighter and that it was excellent.

Ms. Laban informed the commissioners that they would be receiving an invitation letter from the MSP Emergency Management and Homeland Security Division for the 2006 Fall Summit. Commissioners were reminded to confirm their attendance and lodging needs with Ms. Jackie Hampton, as instructed in the letter.

**8. Public Comments**

Mr. Sanford Altschul introduced himself as Executive Director of the Wayne County Local Emergency Planning Committee. He took this opportunity to read a prepared statement to the Commission. A copy of this statement and a copy of a letter of resignation from Mr. Mark Sparks, Wayne County LEPC, was distributed to commissioners.

Chair Etue indicated that concerns raised in the statement read by Mr. Altschul would not be addressed until Mr. James Buford, Director of Emergency Management and Homeland Security for Wayne County, or his representative, could be present for the discussion. Chair Etue informed Mr. Altschul that items which require SERC Commission vote must be sent in written form to the Commission chair, and they will be placed on the agenda.

**9. Adjourn.**

Commissioner Novak made a motion to adjourn the meeting, seconded by Commissioner Ranger. Unanimous approval. Meeting was adjourned at 3:05 p.m.